

STORM WATER COMPLIANCE INSPECTOR I

DEFINITION

To inspect industrial, commercial, residential, municipal facilities, and construction sites for compliance with storm water regulations as required by the National Pollutant Discharge Elimination System (NPDES) Permit; to assist in the enforcement and compliance of the City's Storm Water Management and Discharge Control Ordinance; to assist in the performance of education and outreach activities; to interpret, apply and explain pertinent policies, regulations and rules, and to maintain related records; and to perform related work as assigned.

DISTINGUISHING CHARACTERISTICS

This is the entry-level class in the Storm Water Compliance Inspector series. This class is distinguished from the journey level by the performance of less than the full range of duties assigned to the level II. Incumbent works under immediate supervision while learning job tasks, progressing to general supervision as procedures and processes of assigned area of responsibility are learned.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate supervision from an assigned supervisor; may receive technical and functional guidance from more experienced staff.

ESSENTIAL FUNCTIONS – Functions may include, but are not limited to, the following:

Perform routine storm water run off inspections of industrial, commercial, residential, municipal facilities, and construction sites as required by the National Pollutant Discharge Elimination System (NPDES) Permit.

Conduct site visits, communicate with property owners and recommend solutions and/or mitigation measures; follow up to ensure compliance.

Monitor and inspect various sites to prevent illicit connection/illegal discharge (IC/ID).

Prepare and maintain records of site visits, and chronologies using a computer; assist in report preparation.

Assist in providing instruction to public/city regarding codes and regulations as required by NPDES.

Perform sampling and basic field-testing of storm water run-off flows; assess potential pollutants and further need for lab testing.

Schedule work activities and inspections with supervisor and/or Storm Water Compliance Inspector II to meet program objectives in a timely manner.

Provide basic review of Storm Water Pollution Prevention Plans (SWPPP) for construction to identify potential storm water discharge sources and Best Management Practices (BMPs), structural and non-structural, to maximize storm water quality protection.

Provide storm water regulations and BMPs information to property and business owners, tenants, city employees, and the general public through individual contact in the field, over the counter, at workshops or community events, and by telephone or other appropriate means.

Assist in the evaluation and interpretation of technical reports, plans, documents, manifests, applications and permits related to environmental regulations and compliance with local, state and federal regulations.

Drive City vehicles observing legal and defensive driving practices.

Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.

Perform other related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Basic methods and techniques of inspection, investigation, research, and record keeping.

Pertinent federal, state, and local codes, ordinances and regulations affecting the NPDES Permit and Storm Water Program.

Basic methods of sampling and detection of potential pollutants in storm water run off or other waste and their effect on storm water and environmental protection.

Safety principles and practices related to industrial waste inspections.

Principles of customer service and conflict resolution techniques.

Computer equipment and software applications related to assignment.

English usage, spelling, grammar, and punctuation.

Ability to:

Conduct site inspection and investigation visits; maintain accurate records of inspection activities.

Learn principles and practices of techniques of code violation investigations and enforcement related to storm water and the NPDES permit.

Learn methods of research, collect, compile, and analyze information and data.

Prioritize work, coordinate several activities and follow up as required; work effectively under deadlines.

Use conflict resolution skills to deal with irate customers.

Use computer applications related to area of assignment.

Operate City vehicles skillfully and safely.

Communicate clearly and concisely, both orally and in writing; speak effectively before individuals and groups.

Establish and maintain effective working relationships with those contacted in the course of work.

Work weekends and holidays.

Work with various cultural and ethnic groups in a tactful and effective manner.

Experience and Training

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

One year of experience in environmental inspection assignments or related field, preferably in a municipality.

Training:

Equivalent to an Associate's degree from an accredited college with major course work in Biology, Marine Biology, Environmental Engineering, Environmental Science, Microbiology, Chemistry or Sanitary Engineering, or related field.

License or Certificate:

Valid California driver's license.

PC832 certificate and HAZWOPER certificate within twelve months of employment.

PHYSICAL DEMANDS

On a continuous basis, sit at a desk, walk, or stand up for long periods of time. Intermittently twist and reach office equipment; write or use keyboard to communicate through written means; may lift up to 50 pounds. Drive a motorized vehicle, walk on uneven surfaces, kneel, stoop, bend, and climb up or down slopes while conducting field inspections and exposure to varied weather conditions. See in the normal vision range with or without correction to read typical business documents, computer screens, blueprints, and drafting plans, hear in the normal range with or without correction.

WORKING ENVIRONMENT

Work is performed both outdoors and indoors; the performance of fieldwork tasks requires exposure to a variety of weather conditions; work with exposure to traffic, loud noise, physical barriers, and around storm water, wastewater, industrial wastes, hazardous substances, and in the immediate vicinity of laboratory chemicals and reactive agents used to analyze storm water run-off samples. Indoors work is performed in a carpeted and air-conditioned office environment with fluorescent lighting and moderate noise level. Work is frequently disrupted by the need to respond to in-person and telephone inquiries.

7/04